

NOTICE OF PROBATE

USING THIS REVISABLE PDF FORM

1. Copies

Standard practice is to provide two or three copies to the personal representative or proponent of the will. It is the responsibility of the personal representative or proponent to determine the number of copies needed.

2. Prepared by personal representative or proponent of will.

3. Attachments - none.

4. Preparation details - none.

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DATA ELEMENTS, *Page One*

1. Estate number assigned by the court.
2. Name of decedent.
3. Date of decedent's death.
4. Name of circuit court where will was probated.
5. Mailing address of court named in Data Element No. 4.
6. Name and address of spouse, heir at law or beneficiary named in the decedent's will.
7. Name, address and telephone number of personal representative or proponent of the will.
8. Check appropriate box for person sending this notice.
9. Date form completed.
10. Name of personal representative or proponent of will.
11. Signature of personal representative or proponent of will.

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DATA ELEMENTS, *Page Two*

1. Name and mailing address of Commissioner of Accounts to whom the inventory and accounts will be submitted.